

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

February 22, 2023,

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Bill Stoner, Vice Chairman

Tim Hudson, Secretary
(Absent)
Aaron Smith, Member
Anne Patterson, Member

Staff:

Ed Basquill, General Manager
Sandra Morgan, CFO
Ryan Ottinger, W & WW Ops Manager
Jeff Jacob, Legal Counsel

Danielle Bannourah, Exec. Assistant
Jeff Greeno, Electric Ops Manager

Guests:

John Lightner, BF&S

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1. Chairman Neil Taylor called the February 22, 2023, meeting of the Lebanon Utility Service Board to order at 5:00 P.M.
 2. Pledge of Allegiance to the American Flag was observed.
 3. Chairman Taylor opened the floor for public comment. No comments received.
 4. Vice Chairman Stoner made a motion to approve the February 8, 2023, minutes. Member Patterson seconded the motion. Motion carried.
 5. Telecommunication Operations Manager, Seth Byrd presented the renewal and upgrade of our existing Internet Bandwidth circuit which allows Lebanon Utilities Ilines to provide Internet Services to its customers. Legal Counsel Jeff Jacob asked if Zayo was our current provider. Seth confirmed that Zayo is our current provider and has been for roughly 10 years, and if we decided to change vendors there would be a large burden and possible cost build out infrastructure. Vice Chairman Stoner made a motion to approve the renewal and upgrade of the existing internet bandwidth circuit for a period of 36 months with Zayo for a cost of \$2,575.00 per month. Member Patterson seconded the motion. Motion carried.
 6. Rick Hale, Facilities Manager explained the 3rd phase of the HVAC Control Upgrade. The City of Lebanon has approved its share of the upgrade. Member Patterson made a motion to approve the agreement with Automated Logic in the amount of \$27,200.00 to replace 25% of the control panels for the Municipal Building. Member Smith seconded the motion. Motion carried.
 7. Electric Operations Manager, Jeff Greeno asked that Asplundh Tree Service be awarded the Lebanon Utilities Tree Trimming. Jeff Jacob stated that this contract is for a 3 year time period and allows for a notify price increase based on CIP. Vice Chairman Stoner made a motion to approve Asplundh Tree Service to provide tree trimming for Lebanon Utilities for the 2023, 2024 and 2025 fiscal years, budgeted at a not to exceed \$150,000.00 for 2023, with all contracts to be reviewed by our legal counsel and all documents to be signed by General Manager, Ed Basquill. This is a 3 year agreement subject to CIP increases. Member Patterson seconded the motion. Motion carried.
 8. Electric Operations Manager, Jeff Greeno asked the Board to approve Osmose for Pole Inspections for 2023. Vice Chairman made a motion to approve Osmose Utilities Service for the 2023 pole inspections

with the not to exceed for \$45,000.00 with the contract to be subject to legal review and for all documents to be signed by General Manager Ed Basquill. Member Smith seconded the motion. Motion carried.

9. Water & Wastewater Manager Ryan Ottinger requested the Board to advertise for a new Vac Truck for the Wastewater Collection Department. Ryan stated there have been multiple issues and has been in the repair shop for quite a while, this truck is over 20 years old. Crews have attended different demonstrations of different truck to find the best fit for our needs. Ryan will decide at a later date what the plans are for the current Vac Truck. Member Smith made a motion to approve advertising for proposals for a new Wastewater Collections Department Vac Truck. Vice Chairman Stoner seconded the motion. Motion carried.
10. Water & Wastewater Manager Ryan Ottinger requested the Board approve Wessler General Service Services Agreement. Ryan explained this agreement allows us to have access to Wessler's knowledge and guidance in a number of areas. Member Smith made a motion to approve the 2023 General Services Task Order form Wessler Engineering Inc in an amount not to exceed \$15,000.00. Member Patterson seconded the motion. Motion carried.
11. Water & Wastewater Manager Ryan Ottinger asked the Board to approve the Change Order for Southside Well Cleaning #3. This item is to correct clerical error for the amount approved. Vice Chairman Stoner made a motion to approve the change order for National Water Services LLC for Southside Well #3 in amount not to exceed \$719.09. Member Patterson seconded the motion. Motion carried.
12. Member Patterson made a motion to approve the claims dated February 22, 2023, in the amount of \$2,133,369.70 for claims and payroll and \$0.00 for transfers. Vice Chairman Stoner seconded the motion. Motion carried.
13. Chairman Taylor asked for any other business that may be brought before the Board. Member Smith stated on February 10th he had the pleasure of being escorted by water plant operators Bobbie Williams and Steve Mohringer on a tour of the booster station building adjacent to our new water storage tank at Abner Longley Park. The booster station has three rooms. Ammonia sulfate is automatically added to the water supply as needed in the ammonia room. The ammonia room has a wall unit and an exhaust fan that is automatically turned on when the exterior door is opened. Chlorine is automatically added to the water supplies as needed in the chlorine room. If monitors detect a chlorine leak an automatic shut off is activated together with an exterior alarm. There is an emergency shut off just inside the doorway and self-contained breathing apparatus is on site. Arrangements have also been made with the Lebanon Fire Department for firemen with their self-contained breathing apparatus to respond to any chlorine leaks. Equipment in the booster room send alarm notices in there is an intrusion, a pump failure, a power failure, incorrect water concentrations of chlorine or ammonium sulfate and the water tank is not sufficiently full. These alarm notices together with other Scada readouts are received by plant operators on their portable tablets and laptops. A water quality analyzer is available on site for manual verifications every couple of days that the desired water chemistry is properly being maintained by the automatic equipment. The air temperature in the booster room is controlled automatically. The adjacent storage tank is filled each night with about 1.7 million gallons of treated water. The lowest water level in the storage tank on a normal operating day is about 1.2 million gallons. The booster station is now pumping about 600,000 gallons of water a day. The booster station has an on site generator that kicks in if there is a power loss. There is also an outside connection point should there be a need for a portable generator. The contractor is almost finished installing the equipment that is slow arriving due to supply chain delays. Bobbie Williams and Steve Mohringer are excellent examples of how our employees must have considerable technical knowledge together with the physical stamina necessary to get the job done. They are truly neighbors serving neighbors.
14. Chairman Taylor opened the floor for public comment. No comments were received.

11. The next Utility Board meeting will meet as scheduled on Wednesday March 8, 2023, at 5:00pm.
12. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Vice Chairman Stoner. The motion was seconded by Member Smith. Motion carried.

The meeting was adjourned at 5:38 P.M.

APPROVED THIS 8 DAY OF March 2023

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD